

**EXECUTIVE SUMMARY****REPORT TO THE BOARD OF DIRECTORS****HELD ON 17<sup>TH</sup> JULY 2013**

<b>Subject</b>	Director of HR & OD Report - Update on Staff Engagement
<b>Supporting TEG Member</b>	Mark Gwilliam
<b>Author</b>	Rhian Bishop/Mark Gwilliam
<b>Status<sup>1</sup></b>	N

**PURPOSE OF THE REPORT**

To update the Board of Directors on progress with staff engagement and the introduction of a full staff survey in future years.

**KEY POINTS**

In 2012 the Trust surveyed 5000 staff at the same time as surveying the 850 staff required for the Care Quality Commission NHS staff survey. This larger sample of staff enabled more directorate reports to be produced including a staff engagement score for every directorate.

A template has been developed for every directorate, which breaks down the staff engagement score into the component factors of staff involvement, advocacy and motivation. This enables directorates to see what their particular issues are and where to best focus their efforts. The Trust staff engagement breakdown is attached (appendix 1), which identifies a key area of focus for the Trust is the need to improve staff involvement. Therefore, directorates have been asked to address this in their staff engagement action plans.

A Trust staff engagement plan which includes the staff survey action plan for 2013/14 is attached which has been approved by the Trust Executive Group and the Finance & Performance Committee. This is supported by directorate staff engagement plans which directorates have been asked to complete via the performance review process which in addition to increasing staff involvement must include the 4 Trust wide priorities:

- Raising awareness/embedding the PROUD values and behaviours
- To ensure all staff have an appraisal and recorded on ESR
- To find out why some staff do not feel able to recommend STH as a place to work
- Ensure all staff know how /feel able to raise concerns
- Plus at least 2 directorate specific actions

Progress on implementing directorate action plans will be monitored by the Trust's staff engagement lead and the newly formed Staff Engagement Executive Group, chaired by the Director of HR and OD. (terms of reference attached at appendix 3).

TEG has approved that in future a full NHS staff survey is undertaken for all staff as this would have the benefit of:

- Enabling more staff to share their views
- Provide better quality directorate data for action planning
- Reduce staff side concerns about confidentiality
- Results being available by the beginning of January. This will allow Directorates more time to identify and follow up their specific issues through local directorate surveys and Let's Talk events before the next annual survey.

## IMPLICATIONS<sup>2</sup>

AIM OF THE STHFT CORPORATE STRATEGY 2012-2017		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	
2	Provide Patient Centred Services	
3	Employ Caring and Cared for Staff	x
4	Spend Public Money Wisely	
5	Deliver Excellent Research, Education & Innovation	

## RECOMMENDATIONS

The Board of Directors are asked to:

- Note the Trust staff engagement action plan for 2013/14
- Support an annual full NHS staff survey.
- Note the Terms of Reference of the Staff Engagement Executive Group
- Note the minutes of the Staff Engagement Executive Group

## APPROVAL PROCESS

Meeting	Date	Approved Y/N
TEG	10/07/2013	Y

<sup>1</sup> Status: A = Approval  
A\* = Approval & Requiring Board Approval  
D = Debate  
N = Note

<sup>2</sup> Against the five aims of the STHFT Corporate Strategy 2012-2017